
MINIMUM REQUIREMENTS FOR OBTAINING A CERTIFICATE OF COMPETENCY FOR PRODUCING READY-MIXED CONCRETE CHECKLIST #0300

- ☐ (1) Completed ***Product Control Application for Certificate of Competency*** along with a check payable to “*Department of Regulatory and Economic Resources*” for the applicable amount. The application fee covers a one-year program participation period.
- ☐ (2) Submit a copy of your plant's Quality Control Program. To assure proper concrete production, the following items must be included:
 - ☐ (a) Manufacturer's certification for each type of cement,
 - ☐ (b) Manufacturer's certification for coarse and fine aggregates,
 - ☐ (c) Certified mill analysis for fly ash (if applicable),
 - ☐ (d) Manufacturer's specifications for admixtures,
 - ☐ (e) Certificate of inspection for all weighing devices by a state certified scale service agency,
 - ☐ (f) Number, manufacturer, and condition of truck mixers,
 - ☐ (g) Provide compressive strength reports of concrete cylinders performed by an independent testing laboratory, and
 - ☐ (h) Describe employee training in quality control and safety,
 - ☐ (i) Provide a list of key personnel, including title, education, and experience.
- ☐ (3) Delivery tickets must conform to ASTM C94 with the following information:
(Provide a copy of a delivery ticket)
 - ☐ (a) Name of batch plant,
 - ☐ (b) Serial number of ticket,
 - ☐ (c) Date,
 - ☐ (d) Truck number,
 - ☐ (e) Name of purchaser,
 - ☐ (f) Project designation,
 - ☐ (g) Class or designation of concrete,
 - ☐ (h) Amount of concrete batched, and
 - ☐ (i) Time batched.
- ☐ (4) If the Florida Department of Transportation (FDOT) has approved your plant, provide a copy of the Concrete Plant Approval Letter signed by the District Materials Engineer. This letter must include the following information: Plant number, location, and the paragraph stating that the plant is approved to produce concrete for FDOT and is subject to inspection at any time.
- ☐ (5) If you wish to certify your plant for the production of **synthetic fiber-reinforced ready-mixed concrete** for use on non-structural slabs-on-grade in Miami-Dade County, provide specifications for the synthetic fiber products. Production of synthetic fiber-reinforced ready-mixed concrete must be included in your Quality Control Plan.
- ☐ (6) Submit, if applicable, any additional documents issued by other third-party certification entities such as FDOT, AISC, SJI, PCI, or an ISO 9001 certificate relevant to the scope of fabrication.
- ☐ (7) An initial inspection will be performed at the fabricator's facility prior to the issuance of the Certificate unless otherwise approved by our Office.